



Lauderdale-By-The-Sea

Building Department 4501 Ocean Drive

Lauderdale-By-The-Sea, FL 33308

Phone: (954)640-4215 Fax: (954)640-4211

MINIMUM PERMIT REQUIREMENTS

FOR

ROOFING

PERMIT APPLICATION COMPLETELY FILLED OUT SIGNED AND NOTARIZED

DOCUMENTED PROOF OF COST INCLUDING ALL TRADES

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED IN DUPLICATE

NOTICE OF COMMENCEMENT OVER \$ 2,500.00 IN VALUE

UNIFORM ROOF PERMIT COMPLETELY FILLED OUT

OWNERS NOTIFICATION OF ROOFING CONSIDERATIONS SIGNED BY OWNER AND CONTRACTOR

WIND LOAD CALCULATIONS SIGNED AND SEALED BY ENGINEER

HOMEOWNERS APPROVAL IF REQUIRED

FIRE CLASSIFICATION PAGE

PRODUCT APPROVALS HIGHLIGHTED

THE PERMIT APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE MINIMUM DOCUMENTATION

OTHER DOCUMENTS MAY BE REQUIRED DEPENDING UPON THE JOB CONDITIONS



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High Velocity Hurricane Zones Required Owners Notification for Roofing Considerations

R4402.13/1524.1 Scope. As it pertains to this section, it is the responsibility of the roofing contractor to provide the owner with the required roofing permit, and to explain to the owner the content of this section. The provisions of Chapter 15 of the Florida Building Code, Building or Section R4402 govern the minimum requirements and standards of the industry for roofing system installations. Additionally, the following items should be addressed as part of the agreement between the owner and the contractor. The owner's initial in the designated space indicates that the item has been explained.

- ____ 1. **Aesthetics-workmanship:** The workmanship provisions of Section R4402/Chapter 15 of the Florida Building Code Building are for the purpose of providing that the roofing system meets the wind resistance and water intrusion performance standards. Aesthetics (appearance) are not a consideration with respect to workmanship provisions. Aesthetic issues such as color or architectural appearance, that are not part of a zoning code, should be addressed as part of the agreement between the owner and contractor.
- ____ 2. **Renailing wood decks:** When replacing roofing, the existing wood roof deck may have to be renailed in accordance with the current provisions of Section R4403/Chapter 16 (High Velocity Hurricane Zones) Florida Building Code, Building. (The roof deck is usually concealed prior to removing the existing roof system)
- ____ 3. **Common roofs:** Common roofs are those which have no visible delineation between neighboring units (i.e., townhouses, condominiums, etc.). In buildings with common roofs, the roofing contractor and/or owner should notify the occupants of the adjacent units of roofing work to be performed.
- ____ 4. **Exposed ceilings:** Exposed, open beam ceilings are where the underside of the roof decking can be viewed from below. The owner may wish to maintain the architectural appearance; therefore, roofing nail penetrations of the underside of the decking may not be acceptable. The owner provides the option of maintaining this appearance.
- ____ 5. **Ponding water:** The current roof system and/or deck of the building may not drain well and may cause water to pond (accumulate) in low-lying areas of the roof. Ponding can be an indication of structural distress and may require the review of a professional engineer. Ponding may shorten the life expectancy and performance of the new roof system. Ponding conditions may not be evident until the original roofing system is removed. Ponding conditions should be corrected.
- ____ 6. **Overflow scuppers (wall outlets):** It is required that rainwater flow off so that the roof is not overloaded from a buildup of water. Perimeter/edge walls or other roof extensions may block this discharge if overflow scuppers (wall outlets) are not provided. It may be necessary to install overflow scuppers in accordance with the requirements of R4402, R4403, R4413/Chapters 15 and 16 of the Florida Building Code, Plumbing.
- ____ 7. **Ventilation:** Most roof structures should have some ability to vent natural airflow through the interior of the structural assembly (the building itself). The existing amount of attic ventilation shall not be reduced. It may be beneficial to consider additional venting which can result in extending the service life of the roof.

Owner's agent signature

Date

Contractors Signature

Date

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ROOFTOP EQUIPMENT AFFIDAVIT

PERMIT APPLICATION #: _____

JOB ADDRESS: _____

SUBDIVISION _____ LOT _____ BLOCK _____

COMPANY NAME: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

NAME OF QUALIFIER: _____ LICENAS # _____

Is any mechanical equipment being relocated or replaced? ☐ Yes ☐ No

If yes, a mechanical permit is required.

If cub stand is proposed, two (2) copies of plans signed and sealed by an engineer showing the attachment of stand/curb to the equipment are required. These plans must be in accordance with the Florida Building Code Section 1522 in its entirety. Upon submittal of an alteration or addition of a curb or stand, the planning division may determine that the alteration of an existing screening device or addition of a screening device may be required

Qualifier/Contractor Signature

Date

Sworn to and subscribed before me this _____ day of _____

By _____ who produced as

ID _____

Notary Public, State of Florida _____

Seal:

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BUILDING DEPARTMENT

HURRICANE PREPAREDNESS & PRECAUTIONS

HURRICANE SEASON: JUNE 1 UNTIL NOVEMBER 30

PURSUANT TO SECTION 110.13 OF THE FLORIDA BUILDING CODE; IT SHALL BE A VIOLATION OF THIS CODE FOR AN OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION, TO HAVE ON THE PROPERTY LOOSE CONSTRUCTION MATERIALS THAT ARE NOT FASTENED OR SECURED TO THE GROUND OR ANY PERMANENT STRUCTURE. MATERIALS STOCK PILED ON TOP OF ANY STRUCTURE UNDER CONSTRUCTION SHALL BE PERMANENTLY INSTALLED BY THE PROPERTY OWNER OR CONTRACTOR UPON A **HURRICANE WATCH**, PROVIDED, HOMEOWNER, IN THE EVENT SUCH INSTALLATION CANNOT BE TIMELY COMPLETED, THEN THE PROPERTY OWNER OR CONTRACTOR SHALL:

- BAND TOGETHER THE CONSTRUCTION MATERIALS AND FASTEN THEM TO THE TOP OF THE STRUCTURE IN SUCH A MANNER SO AS NOT PRESENT A THREAT OF THEIR BECOMING AIRBORNE DURING SEVER WEATHER, OR
- REMOVE THE CONSTRUCTION MATERIALS FROM THE TOP OF THE STRUCTURE AND FASTEN DOWN TO THE GROUND, OR
- REMOVE THE CONSTRUCTION MATERIALS FROM THE JOB SITE, OR
- STORE THE CONSTRUCTION MATERIALS INSIDE AN ENCLOSED STRUCTURE.

SECTION 110.13.3 OF THE FLORIDA BUILDING CODE:

*FROM JUNE 1 TO NOVEMBER 30 OF EACH CALENDAR YEAR (NATIONAL WEATHER SERVICE DESIGNATED **HURRICANE SEASON**), BUILDING MATERIALS SHALL BE LOADED ON A ROOF NO EARLIER THAN TWENTY (20) WORKING DAYS PRIOR TO THE PERMANENT INSTALLATION OF THOSE MATERIALS.*

NOTICES ISSUED BY THE NATIONAL WEATHER SERVICE OF A **HURRICANE WATCH** ARE DEEMED SUFFICIENT NOTICE TO THE OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION TO SECURE LOOSE CONSTRUCTION DEBRIS AND LOOSE CONSTRUCTION MATERIALS AGAINST THE EFFECTS OF HURRICANE FORCE WINDS.

SECTION 101.3.1 OF THE FLORIDA BUILDING CODE: VIOLATIONS AND PENALTIES;

ANY PERSON, FIRM OR CORPORATION, WHO SHALL VIOLATE A PROVISION OF THIS CODE OR FAIL TO COMPLY THEREWITH, OR WITH ANY OF THE REQUIREMENTS THEREOF, SHALL BE GUILTY OF A MISDEMEANOR. EACH SUCH PERSON SHALL BE DEEMED GUILTY OF A SEPARATE OFFENCE FOR EACH AND EVERY DAY OR PORTION THEREOF DURING WHICH ANY VIOLATION OF ANY PROVISIONS OF THIS CODE IS COMMITTED OR CONTINUED, AND UPON CONVICTION OF ANY SUCH VIOLATIONS, SUCH PERSON SHALL BE PUNISHABLE BY A FINE OF NOT LESS THAN FIFTY (50) DOLLARS, OR BY IMPRISONMENT NOT EXCEEDING SIXTY DAYS, OR BY BOTH SUCH FINE AND IMPRISONMENT.

I AM HEREBY NOTIFY EVERY ROOFING CONTRACTOR IN THE TOWN OF LAUDEDALE BY THE SEA, THAT DURING **HURRICANE SEASON**, ROOFING CONTRACTORS ARE NOT ALLOWED TO LOAD ROOF TILES ON MORE BUILDINGS THAN THEY WOULD BE ABLE TO OFF LOAD IN A FORTY-EIGHT (48) HOUR PERIOD. IF, AT ANYTIME YOU HAVE LOADED MORE THAN THREE (3) ROOFS, YOU MUST NOTIFY THE BUILDING DEPARTMENT.

TILES OFF LOADED MUST BE SECURED TO THE GROUND (STACK WIRED) OR PLACE IN THE GARAGE OF THE HOME. ALL JOB SITES MUST BE POLICED FOR LOOSE OBJECTS, AND DEBRIS MUST BE HAULED AWAY OR SECURED AS PER ABOVE.

BY SIGNING THIS, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION AND WILL COMPLY WITH THE FLORIDA BUILDING CODE REQUIREMENTS.

OWNER'S NAME: _____

OWNER'S SIGNATURE: _____ DATE: _____

CONTRACTOR'S NAME: _____

CONTRACTOR'S SIGNATURE: _____ DATE: _____

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